

# City Council

# Agenda Preview

January 21, 2014

## ▶ **Presentations**

- ▶ **Item 2: Introduction of New Employee – Peter Meier, Water Quality Inspector**
  - ▶ The City welcomes Peter Meier as the new Water Quality Inspector. Peter will be handling water quality compliance inspections, pollution enforcement, and provide emergency spill response oversight.
- ▶ **Item 3: Introduction of New Chief of Police Services**
  - ▶ The City welcomes Lieutenant Bradley Valentine as the new Chief of Police Services. Lt. Valentine previously provided seven years of service to Lake Forest as a patrol deputy from 2000 to 2007. Most recently, Lt. Valentine served in the Professional Standards Divisions of the Sheriff's Department. With his recent appointment as the Chief of Police Services, Lt. Valentine will now command and direct overall operation of law enforcement services in Lake Forest.

## ▶ **Consent Calendar**

- ▶ **Item 4: Certification of Warrant Register**
  - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.38 million for the time period reviewed.
- ▶ **Item 5: Waive Reading of Ordinances and Resolutions**
  - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ **Item 6: Minutes of the Special Meeting of the City Council held on December 10 and the Regular Meeting of the City Council held on December 17**
- ▶ **Item 7: 4<sup>th</sup> Quarter Commission Attendance Report**
  - ▶ City Council reviews last quarter's absences by Commissioners from Commission meetings. City Council may choose to excuse absences.
- ▶ **Item 8: Quarterly Six Month Contract Expiration Notice**
  - ▶ City Council reviews a list of professional contracts six months before they expire. The notice provides recommendations to renew the agreement, go out for bid, or let the contract expire.
- ▶ **Item 9: December Treasurer's Report**
  - ▶ The December 2013 Treasurer's Report provides information on the City's investment portfolio. All investments are in compliance with the City's Investment Policy.

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### ▶ **Consent Calendar (continue)**

#### ▶ **Item 10: Audit Reports**

- ▶ The City's auditor, White Nelson Diehl Evans, prepared the Comprehensive Annual Financial Report, Lake Forest Housing Authority Report, GANN Limit Report, Single Audit Report, Government Auditing Standards Report, and a Summary of Audit Results Report for fiscal year ending June 30, 2013. No significant audit findings, difficulties or adjustments were noted in the Summary of Audit Results Report.

#### ▶ **Item 11: Resolution for Funding of Future Projects Submitted in the 2015 Federal Transportation Improvement Program (FTIP)**

- ▶ The Orange County Transportation Authority requires local agencies to submit a Resolution certifying that they would allocate their required match for any FTIP projects. Although the City does not have projects proposed for the 2015 FTIP, the City Council will consider adopting a Resolution to retain grant funding eligibility for potential future projects through the year 2020.

#### ▶ **Item 12: Grant of Easement to Southern California Edison (SCE) on Pittsford Drive North of Charford Way**

- ▶ City Council will consider approving a Grant of Easement and Agreement with SCE to install underground electrical supply systems and communication systems within City right-of-way on Pittsford Drive north of Charford Way. These facilities will enhance SCE customer service for electrical and communications needs.

#### ▶ **Item 13: Agreement with the Orange County Transportation Authority (OCTA) and the City of Mission Viejo for Trabuco Road Regional Traffic Signal Synchronization Project**

- ▶ Approval of a Cooperative Agreement with OCTA and the cities of Mission Viejo and Lake Forest would authorize the Trabuco Road Regional Traffic Signal Synchronization Project. The inter-jurisdictional project would synchronize 14 traffic signals on Trabuco Road between Marguerite Parkway in Mission Viejo and Paseo Sombra in Lake Forest. The total project cost is \$333,713 with OCTA funding up to 80% of eligible project costs (\$266,970). The participating agencies are responsible for the remaining 20% (\$66,742) with Lake Forest's share of the costs at \$29,264.

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## ► Discussion

- **Item 14: Discussion Regarding the Mobile Home Park Conversion Process**
  - In response to recent community requests to consider a Mobile Home Park Conversion Ordinance, the Council will receive information regarding the conversion and closure process of mobile home parks as provided by State law. The report also provides summary of general characteristics of four mobile home parks located in the City. The Council may conclude no further action is necessary at this time or provide further direction to staff to conduct additional research as necessary.
- **Item 15: Report of the Planning Commission's Workshop Regarding Potential Modifications to the City's Regulations for Temporary Signage, Outdoor Promotions, Live Entertainment, and Campaign Signs**
  - City Council will provide input and direction to staff regarding potential modifications to the Lake Forest Municipal Code for the purpose of providing increased advertising and promotional opportunities to the business community. The report provides feedback and recommended code amendments from the Planning Commission to temporary banner, window signage, outdoor business promotion, live entertainment, and campaign sign regulations.
- **Item 16: Consideration of Certain Standard Recurring City Council Agenda Reports**
  - City Council may remove or reduce the frequency of certain recurring reports appearing on the City Council agenda to minimize costs and staff time expended in producing the reports. There are 14 items that reoccur on the Council's agenda, three of which are required by State law or the Lake Forest Municipal Code. The remaining items appear based upon a City Council adopted policy, or by a vote of the City Council.
- **Item 17: Request for Appointment – League of California Cities, Association of California Cities, Orange County and/or the Orange County City Selection Committee**
  - There are no appointments to be made at this time.